### DUPLICATE TO BE RETAINED BY EMPLOYER

FORM NO. U. C. 18A

(REVISED 4-10-39)

EMPLOYER'S REGISTRATION NO.

STATE OF NEW JERSEY
UNEMPLOYMENT COMPENSATION COMMISSION

#### EMPLOYER'S REPORT OF WAGES PAYABLE TO INDIVIDUAL EMPLOYEES

SHEET NO. OF SHEETS

TOTAL OF ALL WAGES LISTED ON THESE SHEETS:

EMPLOYER'S NAME, ADDRESS, AND REGISTRATION NUMBER

FOR THE QUARTER ENDED eve 36, 1934

TOTAL NUMBER OF EMPLOYEES LISTED ON THESE SHEETS:

66

DO NOT WRITE IN THIS SPACE

I certify that the information contained in this report and the sheets attached hereto is true and correct. The wages reported represent all wages payable to each employee for employment in pay periods ended in this quarter and also any special remuneration payable in this quarter for services in other quarters.

Signed ...

Date.

Title...

TOTAL WAGES PAYABLE TO INDIVIDUAL EMPLOYEES (COLUMN 7) OF THIS REPORT IS TO BE RECONCILED WITH WAGES PAYABLE AS SHOWN ON CONTRIBUTION REPORTS AND UPON WHICH THE EMPLOYER'S CONTRIBUTIONS WERE BASED.

#### RECONCILIATION

- 1. TOTAL OF ALL WAGES AND SPECIAL REMUNERA-TION PAYABLE LISTED ON THESE SHEETS:
- (A) REMUNERATION PAYABLE FOR SERVICES IN THIS QUARTER (TOTAL OF COLUMN 7 OF 43 7/. 2.3 FORMS NOS. U.C. 18A AND 18B)
- (B) SPECIAL REMUNERATION PAYABLE IN THIS QUARTER FOR SERVICES PREVIOUS TO THIS QUARTER (TOTAL OF COLUMN 5 OF FORM

- 2. TOTAL WAGES AND SPECIAL REMUNERATION PAYABLE AS REPORTED ON CONTRIBUTION REPORTS:
- (A) FOR FIRST MONTH OF THIS QUARTER 4 5 781.45
- (B) FOR SECOND MONTH OF THIS QUARTER May \$ 2/22.25
- (C) FOR THIRD MONTH OF THIS QUARTER \$1467.50
- (D) SUPPLEMENTAL REPORTS FILED, IF ANY......
- (C) TOTAL (SHOULD EQUAL ITEM 2E) ..... \$ 4371.23 (E) TOTAL (SHOULD EQUAL ITEM 1C) ..... \$437/ 28

#### DETAILED LIST OF WAGES PAYABLE TO INDIVIDUAL EMPLOYEES

DETAILED LIST OF WAGES PAYABLE TO INDIVIDUAL EMPLOYEES								
LINE NO.	SOCIAL SECURITY ACCOUNT NUMBER (1)	EMPLOYEE'S NAME (2) (Please Typewrite or Print in Ink)	DATE IN	DATE OUT	MONEY WAGES	OTHER REMUNERATION (6)	TOTAL WAGES	
1		GEORGE SUTTLES			190.00	955.82	\$245.82	
2		WILLIE WELLS			225.00	755.82	280.82	
3		LEONARD PEARSON			135.00	55.82	1 A0 82	
4		FRED WILSON			150.00	55.82	205.82	
5		ULYSIS BROWN	4/1	5/1		55.82	5582	
6		JOHN HAYES			150.00	55.82	120582	
7		JOHN WRIGHT	4,	5/27		55.82	55.82	
8		LEON DAY			150.00	55.82	205.82	
9		ROBERT EVANS	4/,	3/1	A Comment	55.82	5582	
10		WILLIE HUBERT	4/1	7/	150. W	55.82	20582	
		TOTALS FOR THIS SHEET		1	\$ 1150.00	\$ 538.20	\$ 1708.20	

TO BE RETAINED BY EMPLOYER EMPLOYER'S NAME EMPLOYER'S REGISTRATION Form No. U.C. 18B STATE OF NEW JERSEY Brooklyn Eagles Bosefall Clut Inc UNEMPLOYMENT COMPENSATION COMMISSION M 15899 SHEET NO. 2 REPORT FOR THE QUARTER ENDED CONTINUATION SHEET FOR June 30, 1939 OF SHEETS FORM NO. U.C. 18A OTHER SOCIAL SECURITY EMPLOYEE'S NAME DATE IN DATE OUT MONEY WAGES REMUNERATION TOTAL WAGES ACCOUNT NUMBER
(1) LINE (4) (5) (7) (2) (3) (6) NO. 558.20 1150.00 1708,20 TOTALS BROUGHT FORWARD 1 55.82 BROWN JAMES 2 175.00 23082 WHITE 55.82 WILLIAM # 55.82 LUNDY RICHARD \$55.821 205.82 4144 JAMES 175.00 RICHARD(DICK) SEAY 175:00 6 17500 175.00 ED. STONE 140:00 8 RUFFIN LEON 6/28 175.00 175 00 9 BROWN 1ESSE 125,00 IRVIN 12500 10 MONTE 100.00 100.00 11 ERIC TLLIDGE 10000 100.00 12 CHARLES 200.00 200.00 13 CARRIE JACO135 25500 255.00 14 JEROME KESSLER 3996.48 15 - 4474 \$23.00 23.00 16 4.00 17 4.00 18 4.00 5.50 19 5.50 5.00 20 5.00 7.00 21 7.00 4.00 22 4.00 23 11.50 24 7.00 7.00 2 x. 25 24.25 25 2.50 26 250 10 30 27 10.50 7.00 7.00 28 2.20 5.50 29 30 6.50 6.50 Watthew Heen 6.00 6.00 32 1.50 1.50 Kelle 6.00 33 6.00 Welliam 7 Liming 17. W 34 17.00 330 35 3.50 36 13 .NO 13.00 3.50 37 3.50 250 2.50 38 3.50 39 350 40 7.00 7.00 16.50 41 16-50 2.50 42 250 3.50 3.50 43 3500 31.00 44 45 13.00 1300 7.00 46 7.00 tere Paulls 18.00 47 18.00 550 5.50 48 16.50 49 16.50 3-50 50 350 29.00 51 29.00 52 10.00 10.00 250 53 251 1.50 54 1.50 250 2.50 55 7.00 56 Law 7.00 1.00 57 1.00 Henry C. Van Over 9.50 58 9.50 \$35 89,75 4371.23

READ THE INSTRUCTIONS ON THE REVERSE SIDE OF FORM NO. U.C. 18B

# Instructions for Preparing Employer's Report of Wages Payable to Individual Employees

### General Instructions:

This report should be typewritten or, if it cannot conveniently be prepared on a typewriter, it should be written with pen and ink and the names of the employees printed. Employers using addressograph equipment may treat columns (1) and (2) as one column and may disregard the horizontal lines, provided the data for each employee are entered opposite his addressographed name and number. An addressographed report will be accepted regardless of the position of the social security account number in relation to the employee's name. In other words, the number may precede or follow the name or appear above or below it.

If, during any calendar year, any employee was paid "special remuneration," such as a bonus or commission, for services performed during a previous calendar year, such wages should not be included in this report. If such wages were not included on the employer's contribution reports for the year in which the services were rendered and no contribution was paid with respect to them, the employer should file a supplementary contribution report for such year.

If, during any quarter, any employee was paid remuneration for services performed in a previous quarter and this "special remuneration" was included as wages in contribution reports for the quarter in which it was paid, the employer shall report, on Form No. U.C. 8C, for each such employee the amount and nature of such "special remuneration" and the period for which it was paid. Copies of Form No. U.C. 8C will be supplied to any employer on request.

### Numbering Sheets:

In the space provided, number each sheet and enter the total number of sheets (Forms Nos. U.C. 18A and U.C. 18B) in this report. Do this whether or not you have more than one sheet. Example: Sheet 1 of 1 Sheets; Sheet 2 of 5 Sheets. If you also file Form No. U.C. 8C, number the sheets in this supplement separately.

### Place of Employment:

Attention is called to section 4 (e) of the "Regulations Relating to Contributions, Records, and Reports," dated April 1, 1937, defining "place of employment" as follows:

"The worker's place of employment shall be recorded as the municipality and county in which he performs his work. The place of employment of a worker who performs his work in more than one municipality shall be recorded as the municipality and county in this State in which he has his base of operation; or, if he has no base of operations in this State, as the municipality and county in this State from which he receives his principal or immediate direction or control; or, if the place from which he receives his principal or immediate direction or control is also outside this State, as the municipality and county in which he has his residence within this State."

Any employer, all of whose employees in New Jersey have their place of employment in the same municipality as that of the employer's mail address, need make no entry to cover this point.

Every employer, all of whose employees in New Jersey have the same place of employment but in a different municipality from that of the employer's mail address, shall, on the first line provided for individual employee information, enter the county and municipality in which their place of employment is located. The entry shall be made as follows:

Place of Employment: .... ....County;.....

Every employer whose employees in New Jersey have their places of employment in more than one municipality shall group his employees and report them on Forms Nos. U.C. 18A, 18B, and 8C according to each such place of employment. On the line immediately above the name of the first employee in each such group, he shall enter the county and municipality as the place of employment of that group of employees as follows:

Place of Employment: .. County; ..

Two lines should be left blank between each group of employees at different places of employment.

## Total Number of Employees Listed:

Count the number of employees listed on this report and enter the number in the space provided.

## Reconciliation With Wages Reported on Contribution Reports:

The entries required under (1) and (2) are self-explanatory. If Item 1 (C) is not the same as Item 2 (E), the employer must attach to this report a letter of explanation together with a check for any underpayment plus interest to the date of payment, or a request for a certificate of any overpayment, as the circumstances may require.

## Certificate:

When the report has been completed, the certificate must be signed by: (1) the individual, if the employer is an individual; (2) the president, treasurer, or other principal officer, if the employer is a corporation; or (3) a responsible and duly authorized member having knowledge of the affairs, if the employer is a partnership or other unincorporated organization.

# Wages Paid by Contractors or Subcontractors:

Under the provisions of Section 19 (g) of the Unemployment Compensation Law of New Jersey, every employer is required to include in this report the wages paid or payable to such employees of any contractor or subcontractor as performed for him any employment which was part of his usual trade, occupation, profession, or business, unless such contractor or subcontractor was himself a subject employer.

Every employer shall report each such employee of each such contractor or subcontractor on a separate Form No. U.C. 18B and, immediately under the line provided for "Totals Brought Forward," shall enter the name and address of such contractor with the word "contractor" or "subcontractor" in parenthesis, as follows:

John Blank Co., 10 Blank St., Blank, N. J. (contractor).

On the next line, the employer shall enter the place of employment of such employees in the manner prescribed in the preceding section of these instructions. If the employer had employees of the contractor or subcontractor in more than one place of employment, the employees shall be grouped and their places of employment reported in the manner prescribed above.

# Instructions for Filling in the Information Required for Each Individual Employee:

- (1) Social Security Account Number: Enter here each employee's social security account number. This number must be entered for every employee, regardless of age. See the Commission's letter of June 3, 1937, of which you should have a copy in your files, concerning the requirement that every employee must obtain a social security account number and making the employer responsible for obtaining such a number if the employee has failed to file an application for one. Without an account number, accurately reported, it will not be possible properly to credit wages to an employee's account.
- (2) Employee's Name: Enter here the full given name, middle initial, and the surname of each employee. If an employee's name, as shown on your records, is different from that shown on his Federal social security account number card, enter both such names on the first report filed for the employee, and thereafter report only his name as shown on your records. Employees should be listed numerically in the order of their social security account numbers, but large employers who have several departments or payrolls may list employees in the order in which they appear on the employer's own payrolls, provided this same order will be kept in subsequent reports.
- (3) Date In: If the employee's employment with you began on or after the first day of the quarter, enter here the date he was hired or rehired, by giving the month and day, as follows: 3/27.
- (4) Date Out: If the employee left your employment before the last day of the quarter, enter here in similar fashion the last day he worked for you. Do not make any entry here for definitely temporary layoffs for less than twelve working days.
- (5) Money Wages: Enter here the money wages, before deduction of any kind, payable to the employee for employment during pay periods ended within the quarter. If no "other remuneration" was paid to the employee, leave this column blank and enter the amount of wages in column (7) only. (6) Other Remuneration: Enter here the reasonable cash value of all remuneration payable for said employ-
- ment in something other than cash (such as board and room, lodging, etc.) which is in addition to money wages. The rules of the Commission require that: "If board, lodging, or any other payment in kind, is given as payment for services performed by an
  - employee in addition to, or in place of, money wages, the employer shall include in his report of total wages the reasonable cash value of such board or lodging, or other payment in kind. The reasonable cash value shall be subject to approval by the Unemployment Compensation Commission, and the employer is required to keep all working papers used in connection with estimating the value of this sort of remuneration.

"Board and lodging shall be deemed to have value not less than as follows:

Full Board and Room, weekly	\$7.00
Meals, per week	4.50
Meals, per day	.75
Per Meal	.25
Lodging, per week	2.50"

(7) Total Wages: For every employee whose remuneration was paid in money wages only, enter the amount of such wages in this column. For every employee paid money wages and other remuneration, enter here the sum of the amounts reported in columns (5) and (6) giving, thus, the total wages payable to the employee for employment.

Totals: Add up each column and enter the totals on the bottom line. If you have more than one sheet in this report, on

the upper right-hand corner.

the first line of each subsequent sheet enter the totals carried forward from the preceding sheet. Enter the grand total of column (7) in Item 1 (A). Unemployment Compensation Registration Number:

Be sure to enter your unemployment compensation registration number on each sheet in the space provided in